**RISe Conflict of Interest (COI) Request**

|  |  |
| --- | --- |
| Entered date |  |
| Requested by: |  |
| Forms / Systems affected  *\*\* check all that apply* | |  |  | | --- | --- | | COI Reports (for Departments/Faculty) |  | | RWI |  | | Human Ethics |  | | Other (Please Specify) |  | |
| Describe the issue or new request  e.g. Feature Request, Bug, Content (link update) |  |
| Solution (if known) as per business expectation/process: |  |
| RISe issue location(s)  (e.g. Section Number or Box # in COI Form) |  |
| Guidance Notes text (please include Section Number or Box #) |  |
| Priority 1-5  (1 - highest and 5 – lowest) |  |
| Additional Notes and/or Screenshot(s) |  |

For additional COI questions – please reach out to [conflict.of.interest@ubc.ca](mailto:conflict.of.interest@ubc.ca)